

## **RULE 117**

### **PRETRIAL OR STATUS CONFERENCES**

#### **(a) Pretrial or Status Conferences**

At the earliest practical time before trial consistent with the Speedy Trial Act, but not more than thirty (30) days before trial, the Court may conduct an initial status conference. The Court may at any time during the pendency of criminal proceedings schedule additional status conferences as necessary to determine the status of the case, to resolve any issues in order to expedite the disposition of the case, or to consider any aspect of the case.

#### **(b) Final Pretrial or Status Conference**

A Final Status Conference shall be held, not more than seven (7) days before the trial date, unless all parties advise the Court that such a conference is not necessary and the Court concurs.

#### **(c) Attendance Mandatory; Matters to Discuss**

The attorneys of all parties who will conduct the trial must attend every conference scheduled by the Court and be prepared to:

- (1) discuss any discovery or other motions that have been filed by any party and await the Court's ruling, including, if necessary, the scheduling of any motion to dismiss, suppress or sever;
- (2) discuss any matter known to counsel that may cause a delay or continuance of the trial, including the waiver of jury trial;
- (3) discuss the establishment of a reliable trial date and the probable length of trial, unless the Court has issued a Scheduling Order;
- (4) establish a schedule for the filing and briefing of possible motions in limine, proposed voir dire questions, jury instructions and, if appropriate, trial briefs;
- (5) discuss the number of witnesses and their availability for the trial;

- (6) discuss and enter into stipulations to undisputed facts and/or testimony of an absent witness;
- (7) discuss the exclusion from admissible statements of materials which may be prejudicial to co-defendant(s);
- (8) discuss any special trial arrangements, including seating, security measures, necessity for sequestration of the jury, potential witnesses outside courthouse environs, and any other matter which may facilitate or expedite the trial;
- (9) discuss the number and use of peremptory challenges;
- (10) discuss the procedures on objections, the order of cross-examination, and the order of presentation of evidence and argument, where there are multiple defendants;
- (11) any other aspect or matter of the case.